

BP 2210 Officers

Reference:

Education Code Section 72000

At the annual organizational meeting, the Board shall elect from among its members a President and Secretary of the Board.

The terms of officers shall be for one year.

The duties of the President of the Board are:

- Preside over all meetings of the Board;
- Call emergency and special meetings of the Board as required by law;
- Consult with the Superintendent/President on board meeting agendas;
- Communicate with individual board members about their responsibilities;
- Participate in the orientation process for new board members;
- Assure Board compliance with policies on board education, self-evaluation and CEO evaluation;
- Represent the Board at official events or ensure board representation.

The duties of the Secretary are:

- Cover the duties of the President if the President is absent or unable to complete a duty as needed.
- Sign documentation on behalf of the Board as needed.